

**MINUTES OF A MEETING OF THE BOARD OF APPEALS
January 10, 2013**

Chairperson Harvey Kaye called the meeting to order at 7:30 p.m. Board Members present: Board Members Carol Rieg, Robert Chiswell, Aaron Kotok and Alternate Gene Wasserman. Staff present: Caroline Seiden, Planner, Trudy Schwarz, Community Planning Director, Kirk Eby, GIS Planner and William Chen, Attorney to the Board of Appeals.

I. APPROVAL OF MINUTES

Approval of the October 11, 2012 Work Session Minutes

Motion was made by Board Member Rieg, seconded by Board Member Kotok, that the minutes of the October 11, 2012 Board of Appeals Work Session be approved.

Vote: 5-0; Approved

Approval of the November 15, 2012 Work Session Minutes

Motion was made by Board Member Rieg, seconded by Board Member Chiswell, that the minutes of the November 15, 2012 Board of Appeals Work Session be approved.

Vote: 3-0; Approved (Kotok and Wasserman Abstained)

Approval of the December 13, 2012 Work Session Minutes

Motion was made by Board Member Rieg, seconded by Board Member Kotok, that the minutes of the December 13, 2012 Board of Appeals Work Session be approved.

Vote: 4-0; Approved (Wasserman Abstained)

II. ELECTION OF OFFICERS

Motion was made by Alternate Board Member Wasserman, seconded by Board Member Rieg to elect Harvey Kaye as Chairperson.

Vote: 4-0-1 (Kaye Abstained)

Chair Kaye stated that Vice Chair Macdonald had indicated that despite his absence this evening he would be willing to serve in any office for which he was nominated.

Motion was made by Alternate Board Member Wasserman, seconded by Board Member Rieg to elect Victor Macdonald as Vice Chair.

Vote: 5-0

III. DISCUSSION TOPIC

Amendments to Zoning Ordinance and Board of Appeals Rules of Procedure

Staff reviewed minor proposed changes that had been made to the Rules of Procedure, based on input from the Board at the December Work Session. Planner Seiden reminded the Board that the revised Rules cannot be adopted until after the Zoning Text Amendments are approved since the Rules reference sections of the Zoning Ordinance that have not yet been established.

Next, the Board reviewed draft Zoning Text Amendments. Planner Seiden stated that two sections would not be reviewed until after a meeting was held between City staff, Mr. Chen and the City Attorney to determine what policy direction the City wanted to take. Mr. Chen reviewed Section 24-190A, a new section that was modeled on Section 7 of the Rules of Procedure regarding Rehearing and Reconsideration. The Board provided additional revisions.

Staff stated that the suggested changes made by the Board and any changes made as a result of the meeting planned with the City Attorney will be reviewed at a future meeting or work session. Community Planning Director Schwarz explained that once the Board has agreed to the suggested text changes, the text amendments would need to get sponsorship from the Mayor and City Council to begin the approval process. The approval process typically takes three months from the time of sponsorship.

IV. ADJOURNMENT

There being no more business before this work session of the Board of Appeals, the meeting was adjourned at 8:09 p.m.